

RESOLUTION NO. 2009-214-R

**A RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF U. S.
DEPARTMENT OF ENERGY ENERGY EFFICIENCY AND
CONSERVATION BLOCK GRANT IN THE AMOUNT OF \$156,900**

WHEREAS, The City of Madison has been awarded an U. S. Department of Energy Energy Efficiency and Conservation Block Grant In The Amount Of \$156,900.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, ALABAMA, that the Mayor be authorized and directed to execute, on behalf of the City, any documentation necessary to facilitate the acceptance of the grant.

READ, PASSED, AND ADOPTED THIS 26th DAY OF OCTOBER, 2009.

Tommy Overcash, President
Madison City Council
City of Madison, Alabama

ATTEST:

Melanie A. Williard, City Clerk-Treasurer

APPROVED this 26th day of October, 2009.

Paul Finley, Mayor
City of Madison, Alabama

FOR OFFICIAL USE ONLY

ASSISTANCE AGREEMENT

1. Award No. DE-EE0002245		2. Modification No.		3. Effective Date 09/25/2009		4. CFDA No. 81.128	
5. Awarded To MADISON, CITY OF Attn: TAYLOR EDGE 100 HUGHES RD MADISON AL 357581110				6. Sponsoring Office EERE (FORS) U.S. Department of Energy Office of Energy Efficiency & Renew Forrestal Building 1000 Independence Avenue, SW Washington DC 20585			7. Period of Performance 09/25/2009 through 09/25/2011
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other		9. Authority 31 USC 6304 10 USC 2358			10. Purchase Request or Funding Document No. 09EE004631		
11. Remittance Address MADISON, CITY OF Attn: TAYLOR EDGE 100 HUGHES RD MADISON AL 357581110				12. Total Amount Govt. Share: \$156,900.00 Cost Share : \$0.00 Total : \$156,900.00		13. Funds Obligated This action: \$156,900.00 Total : \$156,900.00	
14. Principal Investigator Taylor Edge		15. Program Manager Turnetta D. Cook Phone: 202-586-8180			16. Administrator Office of HQ PS (HQ) U.S. Department of Energy Office of Headquarters Procurement MA-64 1000 Independence Ave., S.W. Washington DC 20585		
17. Submit Payment Requests To HQ - Germantown U.S. Department of Energy P.O Box 500 Germantown MD 20875			18. Paying Office			19. Submit Reports To Stephen Walder Department of Energy 202-586-9209	
20. Accounting and Appropriation Data							
21. Research Title and/or Description of Project TOWN OF MADISON, AL ENERGY BLOCK GRANTS PROJECTS - LED, THERMOSTATS. SWITCHES & CONSULTANT SVCES							
For the Recipient				For the United States of America			
22. Signature of Person Authorized to Sign				25. Signature of Grants/Agreements Officer Signature on File			
23. Name and Title		24. Date Signed		26. Name of Officer Benjamin Lardizabal		27. Date Signed 09/21/2009	

FOR OFFICIAL USE ONLY

156,900.00

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
DE-EE0002245PAGE OF
2 3NAME OF OFFEROR OR CONTRACTOR
MADISON, CITY OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DUNS Number: 155306988</p> <p>Recovery Act: "EECBG Formula Grants"</p> <p>Award Grant to the City of Madison, Alabama for the Town of Madison, AL Energy Block Grant Projects - LED, thermostats, switches & consultant services.</p> <p>The period of performance for this project is September 25, 2009 through September 25, 2011.</p> <p>The City of Madison, Alabama TAX ID number is 155306988.</p> <p>The Department of Energy Technical points of contact are: Turnetta Cook who may be contacted at 202-586-8180, turnetta.cook@ee.doe.gov or Stephen Walder at (202) 586-9209, stephen.walder@ee.doe.gov</p> <p>The recipient point of contact is Taylor Edge and may be contacted at (256) 772-5602, taylor.edge@madisonal.gov</p> <p>PLEASE SEE ATTACHMENT FOR: Special Terms and Conditions, Reporting Checklist, Intellectual Property and National Policy Assurances.</p> <p>The purpose of this requisition is to provide funds in the amount of \$156,900.00 to award a formula grant to the city of Madison, AL. The CPS funding action number is: 20657-26591</p> <p>ASAP: Yes Extent Competed: NOT AVAIL FOR COMP Delivery: 09/25/2011 Delivery Location Code: 00127 EERE (FORS) U.S. Department of Energy Office of Energy Efficiency & Renewable Ener. Forrestal Building 1000 Independence Avenue, SW Washington DC 20585</p> <p>Continued ...</p>				

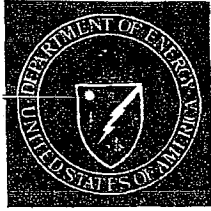
July 2004

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
DE-EE0002245PAGE OF
3 3NAME OF OFFEROR OR CONTRACTOR
MADISON, CITY OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Mark For: EERE (FORS) U.S. Department of Energy Office of Energy Efficiency & Renewable Ener. Forrestal Building 1000 Independence Avenue, SW Washington DC 20585 Payment: OR for HQ U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 4937 Oak Ridge TN 37831 Fund: 05796 Appr Year: 2009 Allottee: 60 Report Entity: 300328 Object Class: 41000 Program: 1005115 Project: 2004350 WFO: 0000000 Local Use: 0387355 TAS Agency: 89 TAS Account: 0331				

July 2004



Department of Energy

Washington, DC 20585

October 8, 2009

Congratulations on your award of a U.S. Department of Energy (DOE) Energy Efficiency and Conservation Block Grant.

By now, you should have received an electronic copy of the subject award via the FEDCONNECT portal. If you have not or are unable to obtain a copy of the award I suggest you contact the FedConnect help desk at 800-899-6665, or via email Support@FedConnect.net. This Grant was transmitted successfully to FedConnect so you should have a copy but as a courtesy I have attached the award and all related attachments.

Now that you have the award, there are four administrative matters I want to remind you of and ask that you take immediate action:

- 1) Method of Payment – Payments will be made through the Department of Treasury's Automated Standard Application for Payment (ASAP) System.

The city was contacted by a DOE Finance representative to assist you in the enrollment process in ASAP shortly after the city was determined to be eligible for an EECBG grant. Unfortunately, many of the eligible cities did not successfully complete their enrollment in ASAP. I have had a team of people trying to assist recipients in getting enrolled. I recommend that you confirm your enrollment by sending an email to HQVENDORPAY@HQ.DOE.GOV. Only an active enrollment in ASAP will allow you access to the funds provided under the grant.

If you did not enroll or need to re-enroll with ASAP send a request by e-mail to HQVENDORPAY@HQ.DOE.GOV that includes the NAME of individual who will be receiving the ASAP/TREASURY instructions, telephone number and e-mail address. A second point of contact with the same information is also recommended.

The ASAP enrollment process is conducted on-line by the grantee. Please contact the ASAP Customer Support for assistance in completing your on-line enrollment.

The servicing customer support is determined by what time zone the capitol of the state in which the Payment Requestor/Recipient Organization is located:

If the capitol of the state in which you are located is in the Eastern time zone or the organization is located in Puerto Rico or the Virgin Islands, users should contact the ASAP Customer Support staff at the Philadelphia RFC at (215) 516-8021 from 7:30 am to 5:00 pm Eastern Time.

If the capitol of the state in which you are located is in the Central time zone, users should contact the ASAP Customer Support staff at the Kansas City RFC at (816) 414-2100 from 7:30 am to 5:00 pm Central Time.

If the capitol of the state in which you are located in the Mountain and Pacific time zone (and time zones further west), users should contact all the ASAP Customer Support staff at the San Francisco RFC at (415) 817-7182 from 7:30 am to 5:00 pm Pacific Time.

- 2) ARRA Reporting – Your grant is being funded by the American Recovery and Reinvestment Act (ARRA) of 2009, Pub. L. 111-5. You must report the information described in Section 1512 (c) of the Act using the reporting instructions and data elements provided on-line at <http://www.FederalReporting.gov> and insure that any information that is pre-filled is corrected or undated as needed. (See the attached Guideline for additional information related to this requirement.)

As a reminder, the ARRA report is due no later than ten calendar days after each calendar quarter in which the recipient received this grant so your first report is due October 10, 2009.

- 3) DOE reports – You must submit the reports identified in Section 4A, 4B, and 4C of the Federal Assistance Reporting Checklist which was attached to the award. However, the website was updated and I have enclosed a revised Federal Assistance Reporting Checklist.

The full website URL is www.page.energy.gov and has input screens for grantees to enter and submit their EECBG Program Performance Report and Federal Financial Report (SF-425). As applications are uploaded into PAGE by DOE, Grantees Contacts (identified in section 8F of the SF424) will receive an email invitation to create a PAGE account. DOE will also schedule additional training webinars shortly for users to receive assistance. Links to register for the training webinars will be posted to the PAGE website at the address above.

As noted above, unless you have been notified to create a PAGE account, during the interim, please submit your reports to an alternative email address at: ConservationBlockGrants@hq.doe.gov. (See the attached Guideline for additional information related to this requirement.)


- 4) Finally, once the project is complete your designated authorized representative shall certify, in writing (e-mail), to me as the Contracting Officer that the activity or level of effort was expended. Should the activity or level of effort not be carried out you are expected to make appropriate reimbursements. My address is:

U.S. Department of Energy
Attn: B. Lardizabal, MA-642.1
1000 Independence Ave., SW
Washington, DC 20585

Benjamin.Lardizabal@hq.doe.gov

Please acknowledge receipt of this letter by return email.

Sincerely,



Benjamin Lardizabal
Contracting Officer

Attachment:

1. Copy of Grant award and all attachments thereto.
2. Energy Efficiency and Conservation Block Grant Program Reporting Guidelines

ATTACHMENT 2

U.S. Department of Energy FEDERAL ASSISTANCE REPORTING CHECKLIST AND INSTRUCTIONS

1. Identification Number: (Insert Grant Number)		2. Program/Project Title: Energy Efficiency and Conservation Block Grants – Formula Grants	
3. Recipient:			
4. Reporting Requirements: A. MANAGEMENT REPORTING <input checked="" type="checkbox"/> Progress Report <input type="checkbox"/> Special Status Report	Frequency Q	No. of Copies Upload only 1 copy to the address in the next column at the interval specified in the previous column.	Addressees www.page.energy.gov
B. FINANCIAL REPORTING <input checked="" type="checkbox"/> SF-425, Federal Financial Report	Q, F		www.page.energy.gov
C. CLOSEOUT REPORTING <input checked="" type="checkbox"/> Property Certification <input type="checkbox"/> Other (see Special Instructions)	F F		www.page.energy.gov
D. AMERICAN RECOVERY AND REINVESTMENT ACT REPORTING <input checked="" type="checkbox"/> Reporting and Registration Requirements	Q		http://www.federalreporting.gov
FREQUENCY CODES AND DUE DATES: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>A - Within 5 calendar days after events or as specified.</p> <p>F - Final; 90 calendar days after expiration or termination of the award.</p> <p>Y - Yearly; 90 days after the end of the reporting period.</p> </div> <div style="width: 45%;"> <p>S - Semiannually; within 30 days after end of reporting period.</p> <p>Q - Quarterly; within 30 days after end of the reporting period.</p> </div> </div>			
5. Special Instructions: Forms are available at https://www.eerepmc.energy.gov/forms.aspx .			
6. The full website url is www.page.energy.gov and has input screens for grantees to enter and submit their EECBG Program Performance Report and Federal Financial Report (SF-425). As applications are uploaded into PAGE by DOE, Grantees Contacts (identified in section 8F of the SF424) will receive an email invitation to create a PAGE account. DOE will also schedule additional training webinars shortly for users to receive assistance. Links to register for the training webinars will be posted to the PAGE website at the address above.			

Federal Assistance Reporting Instructions (5/09)

A. MANAGEMENT REPORTING

Special Status Report

The recipient must report the following events by e-mail as soon as possible after they occur:

1. Developments that have a significant favorable impact on the project.
1. Problems, delays, or adverse conditions which materially impair the recipient's ability to meet the objectives of the award or which may require DOE to respond to questions relating to such events from the public. The recipient must report any of the following incidents and include the anticipated impact and remedial action to be taken to correct or resolve the problem/condition:
 - a. Any single fatality or injuries requiring hospitalization of five or more individuals.
 - b. Any significant environmental permit violation.
 - c. Any verbal or written Notice of Violation of any Environmental, Safety, and Health statutes.
 - d. Any incident which causes a significant process or hazard control system failure.
 - e. Any event which is anticipated to cause a significant schedule slippage or cost increase.
 - f. Any damage to Government-owned equipment in excess of \$50,000.
 - g. Any other incident that has the potential for high visibility in the media.

B. FINANCIAL REPORTING

Recipients must complete the SF-425 as identified on the Reporting Checklist in accordance with the report instructions. A fillable version of the form is available at http://www.whitehouse.gov/omb/grants/grants_forms.aspx.

C. CLOSEOUT REPORTS

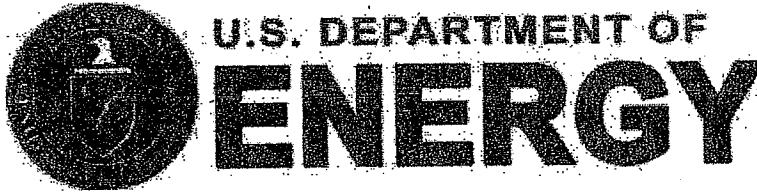
Property Certification

The recipient must provide the Property Certification, including the required

inventories of non-exempt property, located at <http://grants.pr.doe.gov>.

D. AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (RECOVERY ACT) REPORTING

Refer to the award term entitled, Reporting and Registration Requirements, of the Special Terms and Conditions for Grants and Cooperative Agreements for details on the reporting requirements under Section 1512 of the Recovery Act. The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.



Energy Efficiency and Conservation Block Grant Program Reporting Guidelines

- EECBG grantees are required to report to DOE, and to the Office of Management and Budget (OMB) separately

OMB Reporting requirements for ARRA grants

- Recipients of ARRA grants are required to submit quarterly and can register now at the OMB sponsored: www.FederalReporting.gov
- To register as a recipient in the system, you will need:
 - Email Address, Award Letter, DUNS Number, CCR Number
- All recipients of awards prior to September 30 must report on October 10
- Recipients will be able to submit their reports 1 to 10 days after the end of every fiscal quarter starting with Q4 FY 2009. (i.e. October 1 - October 10, 2009)
- Days 11 -21 are available for Recipients to review and edit the data loaded by the 10th
- Resources to assist recipients with OMB reporting:
 - DOE Recovery website: DOE Call Center (<https://recoveryclearinghouse.energy.gov> or 1-888-363-7289) is DOE's POC for answering questions about OMB reporting requirements.
 - Recipient webinars starting on September 29
 - Look for call in details to be posted on the DOE Recovery website
 - http://www.energy.gov/recovery/ARRA_Reporting_Requirements.htm

EECBG Program Reporting requirements

- Reporting to DOE is required quarterly
- If you received award prior to September 30, then you are required to report by October 30
- The DOE reporting portal, Performance and Accountability for Grants in Energy (PAGE), is a tool that has been developed to assist grantees in meeting the DOE Reporting requirements
- For more information:
 - Please visit: page-hotline@ee.doe.gov or
 - WWW.PAGE.ENERGY.GOV
- Performance and Accountability for Grants in Energy (PAGE)
 - Web-based solution for DOE, States, Counties, Local Governments, and Tribes

- Initial release will provide mechanism for gathering Energy Efficiency and Conservation Block Grant (EECBG) performance and financial reporting
- Future releases will include functionality for the State Energy and Weatherization Assistance Programs
- PAGE functionality includes:
 - User Access (Invitations, Login)
 - Application processing
 - Activity Worksheets, Strategies
 - Program Performance Reporting by Activity
 - Costs, Milestones, Metrics
 - Federal Financial Reporting
- DOE Distributes Access Invitations to each awardee
- To register for training go to WWW.PAGE.ENERGY.GOV